

Counterculture Partnership LLP - Operational Readiness
POST-COVID TRANSITION TOOL

counterculture



ORGANISATION NAME	
DATE	PROJECT LEAD

PHASE 1 - REMOBILISATION

PHASE 2 - RE OPENING & REVIEW

	Stage 1	Stage 2	Stage 3	Stage 4 (Repeat if necessary)	Stage 5 (Repeat if necessary)	Stage 6 (Repeat if necessary)	Stage 7
	PLANNING	STRATEGY	DELIVERY	SOFT RE-LAUNCH	PARTIAL / PHASED LAUNCH	FULL RE-LAUNCH	REVIEW & EVALUATE OPERATING MODEL
ACTIVITIES	Risk Assess environment Scenario planning Policy review Resource review Create risk log	Staff welfare Develop phased launch Develop risk mitigation Allocate budgets	Prepare premises Define soft launch Develop processes Train staff Wayfinding	Test spaces Test processes Obtain feedback & data Monitor & review	Implement changes Re-admit public Obtain feedback & data Monitor & review	Implement changes Increased public Obtain feedback & data Monitor & review	Evaluate transition Develop new OM
START	Start date	Start date	Start date	Start date	Start date	Start date	Start date
END	End date	End date	End date	End date	End date	End date	End date
PROGRAMME STRANDS	<p>List the areas of your organisation that need individual plans. eg:</p> <ul style="list-style-type: none"> - Programme - Staff - Estates - HR & Training - Business functions - Comms - Visitor experience - Contracts - Digital 						